



JOB ANNOUNCEMENT

POSITION: Communications Manager

LOCATION: Stanly County
Communications Center
201 South Second Street
Albemarle, NC 28001

SALARY: \$39,603 or DOQ

HOURS: 37.5 hours a week (Monday – Friday 8:30-5:00)
Hours can vary depending on needs of center

SPECIFICATIONS: The Communications Manager performs highly responsible administrative and technical work. Assumes the day to day management responsibilities of the County's Public Safety Answering Point (PSAP). Work is performed under the general direction of the Communications Director and is an exempt position.

PREFERRED QUALIFICATIONS: Bachelor's Degree in Communications, Criminal Justice, Administration or related field. Three to Five years of Telecommunicator experience in a 24 hour emergency communication center. Three to Five years of supervisory experience and/or communications training officer experience. A combination of education and experience sufficient to carry out the duties of the position will be considered. Extensive working knowledge of the operation of radio equipment, telephones, Computer Aided Dispatch, and all other communications equipment. Must have the ability to exercise sound judgment in emergency situations. Ability to maintain accurate records. Must have good communication, organizational, and interpersonal skills, with subordinates, other agencies, and the Director.

EDUCATION AND EXPERIENCE: All Telecommunicator certifications including, but not limited to, Basic Telecommunicator, Medical Priority EMD, CPR, and DCIN. Must have or be able to obtain within 6 months, certification in the Federal Department of Homeland Security National Incident Management System (NIMS) Level 100, 200, 300, 400, 700 and 800.

RECRUITMENT PERIOD: October 5, 2020 through October 19, 2020

APPLICATION PROCESS: All applicants must apply with the Stanly County Human Resources Office (704) 986-3605. Applications are available on the Stanly County website and can be emailed to applications@stanlycountync.gov or faxed to 704-986-3841. All applicants tentatively selected for this position will be required to submit to a urinalysis to screen for illegal drug use prior to employment.

Stanly County is an Equal Opportunity Employer

P| 704.986.3605
F| 704.986.3841

www.stanlycountync.gov
Human Resources
1000 N. First Street, Suite 10A, Albemarle, NC 28001